

HOWARD COUNTY BOARD MEETING MINUTES
9770 Patuxent Woods Drive, Suite 200
Columbia, MD 21046
Monday August 24, 2015 at 4:00 PM
Regular Open Board Meeting

PERSONS ATTENDING:

Board Members:

Donna Thewes – Board President
Ann Balcerzak – Board Vice President
Ray Rankin – Democratic Member
Patrick Mullinix – Republican
Mike Molinaro – Board Counsel
Diane Butler – Republican (Sub) (via Conference Call)

Absent: None

Staff:

Guy C. Mickley – Director
Charlotte B. Davis – Deputy Director
Carol Hart, Board Secretary

Visitors: None

OPEN SESSION: Ms. Thewes, Board President, called the August Open Board Meeting to order at 4:12 p.m. with an established quorum present.

The minutes from the July 20, 2015 Open Meeting were reviewed and accepted by a motion from Ray Rankin and a second by Patrick Mullinix. By unanimous vote the minutes were accepted.

UPDATES and CORRESPONDENCE: Nothing to present.

PRESIDENT REPORT: President Thewes advised all that their packet today included a document outlining the Duties of the Election Board Members and Election Director, as outlined by SBE. In addition, a copy of the Duties of the Board Secretary had been drafted by Secretary Carol Hart and President Thewes and was being presented to Board Members for their review. Ms. Thewes invited any suggested additions or recommendations for the Secretarial position. It was discussed and recommended that the duties would include advance notification to Board Members each March/April that their Ethics Reports were due. In addition, it was recommended that only Open Session draft minutes would be forwarded to the Board Members in advance for review prior to meeting.

With these two changes made, Ray Rankin made a motion that the Duties of the Secretary document be adopted and a second was voiced by Patrick Mullinix. By unanimous vote the Secretarial Duties document was accepted.

No other information available at this time.

DIRECTOR REPORT: (See attached)

Mr. Mickley introduced staff member Dawn Sinclair, who was tasked with coordinating locations for the Voter Outreach program. Demonstrations of the new voting system will be done as well as voter registration and Election Judge Recruitment. Dawn spoke to Senior and Community Centers, Libraries and Howard Community College having been contacted to arrange for demonstration dates and times at these various facilities over the next several months. Columbia Mall will also be contacted to arrange possible dates for registering voters and the new voting system demonstrations.

A discussion occurred regarding whether Howard County should have a fourth Early Voting site for both the 2016 Primary and General Elections and, if so, where the best location would be. Informational reports were handed out to Board Members that might be helpful in making their decision. A concern was expressed regarding funding for a fourth site as well as having sufficient staff to manage the location. Mr. Mickley has been exploring available facilities for the fourth location to present to the Board at the next meeting and invited Board Member suggestions. At the September meeting a final decision would need to be made as to whether a fourth location is needed and, if so, where would it be.

A motion was made by Patrick Mullinix to have Director Mickley continue searching for a fourth Early Voting site. Ray Rankin expressed a second on the motion and, by unanimous vote, the motion was accepted.

NEW BUSINESS: Nothing discussed

COUNSELOR REPORT: Counselor Molinaro had nothing to report at this time.

OLD/UPDATED BUSINESS: Nothing discussed

ADJOURNMENT: With no further discussion of any other Reports and no additional business to discuss, President Thewes called for a motion to close the meeting. A motion was made by Ray Rankin to close the Open Meeting and open in Closed Session so that the Board Members can address Personnel matters. A second was expressed by Patrick Mullinix. A unanimous vote was expressed by all.

The Open Board meeting closed at 5:25 p.m. and reopened in Closed Session.

CLOSED SESSION:

The Board went into opened in closed session at 5:25 p.m.

Two Personnel matters were discussed.

With no further topics to be discussed, the Board adjourned the closed session at 5:33 p.m. with a motion from Ray Rankin and a second by Patrick Mullinix. A unanimous vote was expressed by all.

The Board Meeting reopened in Open Session at 5:33 p.m. With no further business to address the Open Session adjourned at 5:33 p.m.

The next scheduled Open Board Meeting will be on September 28, 2015 at 4:00 pm.

Respectfully Submitted,

G. Carol Hart, Board Secretary

Donna Thewes, Board President